



Social Media Monday

virtual workshops • real social change



Planning Events: Using online sites to create face-to-face meetings

Online social networking tools can be used to organize offline meetings or gatherings, build online communities and engage VISTAs in real life. This webshop will teach you how to:

- Organize a VISTA meet-n-greet
- Make the most of event planning sites for volunteer recruitment
- Use online tools for face-to face engagement

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WELCOME

**Planning Events:
Using online sites to
create face-to-face
meetings**



Stephanie Grocott
Project & Corporate
Coordinator
Campaign
Consultation, Inc.

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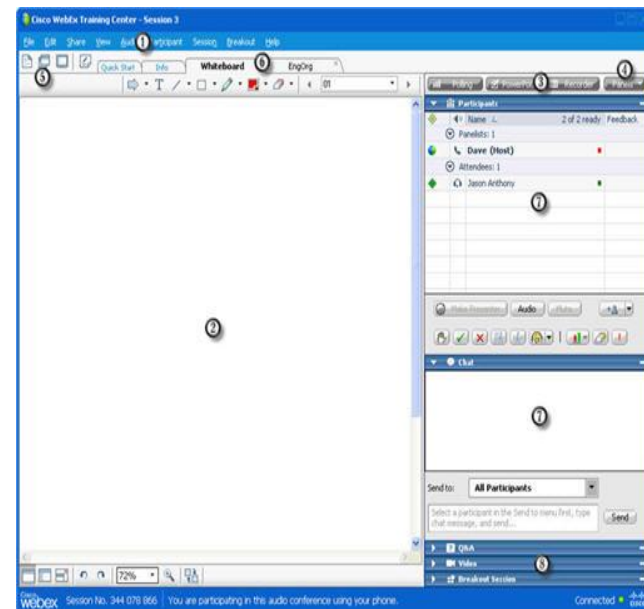


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Tips for using WebEx (this virtual workshop tool)

1. If you lose your internet connection, reconnect using the link that was emailed to you
2. If you lose your phone connection, re-dial the phone number and re-join
3. WebEx Support: 1-866-229-3239 (U.S. and Canada Toll-Free)



Social Media Monday:

Planning Events: Using online sites to create face-to-face meetings

Conference Call: 1-877-297-9359

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ALSO PLEASE KNOW...

- This webshop is being recorded and will be available on the VISTA Campus Social Media Monday (SMM) landing page along with the archives of previous webshops at <http://vistacampus.org/mod/resource/view.php?id=1957>
- All Links used during this webshop will be made available at the end of the presentation

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TODAY'S PRESENTERS...



Danielle Ricks
Social Media
Specialist
Campaign
Consultation,
Inc.



Crystal Biles
Maryland/Delaware State
Program Director
Corporation for National and
Community Service
Maryland/Delaware
Corporation State Office



Sharon Rabb
Project
Specialist
Campaign
Consultation,
Inc.

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TODAY'S SMM AGENDA...

- Review Planning Tools
 - Meetup
 - Eventbrite
 - Plancast
- Case Study
- Q & A



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Poll

Are you responsible for planning VISTA events? If so, how many?

- ☐ a. None
- ☐ b. 1-3
- ☐ c. 3 or more

Are you using online tools to plan an event? Click all that apply.

- ☐ a. Facebook
- ☐ b. Meetup
- ☐ c. Eventbrite
- ☐ d. Other

When planning events, are you looking to:

- ☐ a. Meet more VISTAs face-to-face?
- ☐ b. Fundraise?
- ☐ c. Recruit volunteers?
- ☐ d. Other?





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Event Planning Tools

- Meetup



- Eventbrite



- Plancast



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Crystal Biles

Maryland/Delaware State Program Director
Corporation for National and Community Service
Maryland/Delaware Corporation State Office



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Meetup.com


**Find**
a Meetup Group

Start
a Meetup Group

[Danielle L. Ricks](#) [What's new](#) [Help](#) [My Groups](#) [Account](#) [Log out](#)

VISTA MeetUp

[Home](#) [Members](#) [Sponsors](#) [Photos](#) [Pages](#) [Discussions](#) [More](#) [Group tools](#) [My profile](#)



Change photo
Washington, DC
Founded May 23, 2011
[Read more about us...](#)

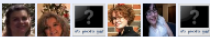
VISTA Community Member	174
Group reviews	20
Upcoming Meetups	3
Past Meetups	9
Our calendar	
Follow us	
Add/edit your group's links	
We're about: Ending Poverty · Volunteering and Community Service	

Welcome!




[+ SCHEDULE A NEW MEETUP](#)

[UPCOMING 3](#) [SUGGESTED 0](#) [PAST](#) [CALENDAR](#)

March 15 at 5:00 PM, 7 VISTA Community Member attended
Casper, WY AmeriCorps Week Meetup

They rated it (2 ratings)
Thursday, March 15, 2012, 5 pm to 7 pm ~Refreshments provided~ The Wonderbar 256 South Center St. Casper, WY A gathering for local the AmeriCorps community to come... [LEARN MORE](#)

March 13 at 5:00 PM, 6 VISTA Community Member attended
Eastern Panhandle, WV VISTA MeetUp

They rated it (2 ratings)

What's new




[SEE ALL PHOTOS](#)

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VISTA MeetUp

[Home](#) [Members](#) [Sponsors](#) [Photos](#) [Pages](#) [Discussions](#) [More](#) [Group tools](#) [My profile](#)







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[Read more about us...](#)

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Follow us    

[Add/edit your group's links](#)

We're about:
Ending Poverty · Volunteering and Community Service · Volunteering · Nonprofit ·











Welcome!

[+ SCHEDULE A NEW MEETUP](#)

[UPCOMING 3](#) [SUGGESTED 0](#) [PAST](#) [CALENDAR](#)

NJ VISTA members meet up in Trenton

Trenton Social
449 South Broad Street, Trenton, NJ ([map](#))











RSVP **1** day left

1 attending
0 comments

All VISTA members serving in NJ are invited to a happy hour at Trenton Social, 449 South Broad Street in Trenton on Wednesday March 21 at 5pm. Join us for networking and... [LEARN MORE](#)

Calling all members serving in Maryland!

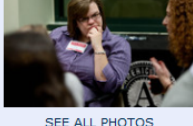
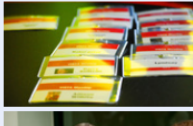

Mt. Washington Conference Center
5801 Smith Avenue, Baltimore, MD ([map](#))

Fri May 11
2:00 PM

RSVP →

What's new



[SEE ALL PHOTOS](#)

✓ NEW RSVP
Amanda Roman
RSVPed **Yes** for Calling all members serving in Maryland!
4 hours ago

<http://www.meetup.com/VISTA-MeetUp/>

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Get Started on VISTA Meetup



- Become a member by going to <http://www.meetup.com/VISTA-Meetup>
- Fill in your email and password
- Login with your Facebook account (optional)
- Follow instructions from the confirmation email
- Fill out the short poll

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Case Study



Lesa Sexton
VISTA Leader
Greater Homewood
Community

The screenshot shows the MeetUp website interface for a group called "VISTA MeetUp" in Washington, DC. The page features a navigation bar with links like Home, Members, Sponsors, Photos, Pages, Discussions, and More. The main content area displays details for a specific event titled "Life after VISTA" panel, scheduled for February 7, 2012, at 9:00 AM. The event description invites local AmeriCorps alumni to share their experiences. The page also shows a list of attendees, including Michelle C. Bond, and a section for "8 attended" with a 5-star rating. The sidebar on the left provides information about the VISTA Community, including member counts and upcoming meetups.

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VISTA MeetUp

[Home](#)[Members](#)[Sponsors](#)[Photos](#)[Pages](#)[Discussions ▾](#)[More ▾](#)[Group tools ▾](#)[My profile ▾](#)[Change photo](#)

Washington, DC

Founded May 23, 2011

[Read more about us...](#)

VISTA Community 174
Member

Group reviews 20

Upcoming Meetups 2

Past Meetups 10

Our calendar

Follow us

[Add/edit your group's links](#)

We're about:

Ending Poverty · Volunteering
and Community Service ·

Welcome!

[+ SCHEDULE A NEW MEETUP](#)[UPCOMING 2](#)[SUGGESTED 1](#)[PAST](#)[CALENDAR](#)

AmeriCorps Build with Habitat for Humanity

Needs a location
Got one?



2 more until it's announced

Sat Jun 23
8:30 AM

[RSVP](#)

1 attending

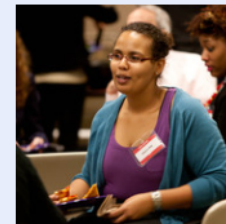
0 comments

Looking to get your hands dirty for a good cause? Join your fellow AmeriCorps members for a day of service with Habitat for Humanity! Volunteers help with all aspects of... [LEARN MORE](#)

Lesia Sexton added this Meetup

Recent Meetups

What's new

[SEE ALL PHOTOS](#)

<http://www.meetup.com/VISTA-MeetUp/events/48643372>

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Promote your Meetup Group

Invite other VISTA Community Member



Invite friends to this Meetup Group

Know someone who would like this Meetup Group? Invite them.



Post Meetups on Craigslist

It's a free and simple way to publicize your Meetup Group and find new members.

Create printed materials



Name tags

Automatically print all the names of your attendees!



Flyer with tear-off tabs

Post them up around town.



Business Cards

Keep a few with you at all times.



Postcards

Mail them out, pin them to bulletin boards.



Tabletop sign

Take these to your Meetups to help members find you!



Meetup logos

Use these Meetup logos to create anything else you need.

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Eventbrite

Eventbrite

5.3.210.107
Tickets sold

Attending an event? [Print tickets.](#)

Organizing an event? Call  1-888-541-9753  Mon-Fri 6am-6pm PT.

[Find events](#) [Learn more](#) [Help](#) [Sign up](#) | [Log in](#)

facebook. twitter YouTube

Attend

Bloggers School Social Media Classes | New York NY Apr 5

Make your event a success

Eventbrite empowers you with simple but powerful tools to manage, promote, and sell out your event. It's free to sign up and get started.

Create an Event

[Learn More](#)

<http://www.eventbrite.com>

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Set Up an Event on Eventbrite
by EventbriteTV

Set Up an Event on Eventbrite

Eventbrite

Events Made Easy



<http://www.eventbrite.com/t/how-to-create-a-new-event>

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Eventbrite

Contact [Franconia United Methodist Church](#) for event and ticket information.

Email

Share

Tweet

Like

Volunteers Needed - Phoenix Rising Meal Program

Monthly Event - Fourth Thursday of every month: 6:30 PM to 9:30 PM (ET)
Franconia, Virginia



Ticket Information

No tickets available.

Share this!

Email

Share

Tweet

Like

Be the first of your friends to like this.

Event Details

Franconia United Methodist Church, 6037 Franconia Rd, Alexandria, is part of a group of churches that serves a nutritious bagged meal to homeless people living in the woods, their vehicles, and in motels along the Route One corridor between North Kings Highway and the Fairfax County Parkway in Alexandria. All ages can help prepare and assemble the bag lunches and assist in delivery. We deliver the meals the fourth Friday of the month at 5:30 pm, and we prepare the meals on the day before (Thursdays) at 6:30 pm. Contact us at 703 971-5151 or admin@franconiaumc.org. Website: <http://www.franconiaumc.org>. We're at the corner of Beulah and Franconia, next to Franconia Elementary School, on Fairfax Connector buses 231, 232, and 310.

Where



Franconia United Methodist Church

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Eventbrite

Want to talk to a human? Call 888.541.9753 | [Sign up](#)

The simple way to plan community and fundraising events

Community leaders and volunteers all over are making their lives easier by using Eventbrite to simplify the process of bringing people together.

See how it works

Email

Password

Sign Up

By clicking 'Sign Up', I confirm that I agree with the Eventbrite [terms of service](#).



All-in-one event planning solution

- Set up a sign up page in minutes
- Send email invitations



Sell tickets and collect donations 24/7

When people can register online, your volunteers can spend time



Simple and easy to use for any event

Organize [fundraisers](#), [auctions](#), [parties](#), meetings, [performances](#),



Totally free for free events

Use Eventbrite at no cost when your tickets are free. We'll only

<http://www.eventbrite.com/l/my-community>

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Plancast

PLANCAST

search plans, people and categories



add plan



The best way to discover events and share plans with friends

Plancast lets you know about the events your friends plan to attend as well as other cool events coming up in your area.

Browse some of the plans our members have shared below, or connect with your friends and interests by signing in to the right.

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PLANCAST

[Sign In](#)

What can I use Plancast for?

[get started ▶](#)

Plancast helps you find out about events and other social activities ahead of time so you don't miss out on them.

Our users share the most interesting things on their calendars, making this the best place to find out about things to do, straight from the people doing them. And when you find something, it's easy to tell your friends about it by hitting "Count Me In" and sharing your new plan on Facebook or Twitter.

Why should I use this when I have Facebook Events, Evite, etc?

While these other services are good for inviting particular people to particular events, they aren't designed to help you discover a broader array of events and social activities that take place all the time.

Plancast keeps you informed about the things your friends are planning, as well as events that match your location and interests, thereby helping you discover things to do that you'd ordinarily miss from these other services.

Why should I share my plans?

Because going places is more fun with others! Share your plans to see which of your friends want to join you. At the very least, others will appreciate the tip and get a chance to check out what you're up to.

How should I get started?

Getting started is easy: just hit the "Get Started" button above, subscribe to some of your friends and interests, and check out what they've got planned. Count yourself into some plans that look cool and share some of your own if the aren't already on the site!

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How do I join Plancast?

You can join Plancast by signing in with your Facebook or Twitter account, or signing up with your email address. Click [here](#) to start.

How do I create my own event?

Here is a quick tutorial for you. Click the pictures to enlarge them.

The screenshot shows the Plancast website interface. At the top, there is a search bar and a blue 'add plan' button. A red arrow points from the text 'Once in your admin panel, click "add plan".' to the 'add plan' button. Below the search bar, there is a 'Location' dropdown menu set to 'Everywhere' and a 'Friends' Plans' section. The main content area shows a list of plans, including 'Introduction to Social Media Class' and 'Fullerton Book Sellers'. A red arrow points from the text 'Click "Description" and "Link" to add more information' to the 'Description' and 'Link' fields in the 'Add a new plan' form. The form also includes fields for 'What', 'When', 'Where', and 'Include Description Link'. A 'submit' button is at the bottom of the form. The right sidebar shows a 'Recent Activity' section with a list of recent plans.

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PLANCAST

search plans, people and categories



add plan

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Browse some of the plans our members have shared below, or connect with your friends and interests by signing in to the right.

Get started!

It's free and easy. Just sign in with your Facebook or Twitter account so we can connect you with friends.



Login with Facebook

- or -



Sign in with Twitter



We won't message your friends or send anything back to these sites on your behalf without your explicit permission.

[Sign Up With Email Address](#) · [Learn More](#)

<http://plancast.com>

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PLANCAST

volunteers



Plans

Users

Categories

Plans

Volunteers In Action Featuring Hamza Namira

AUC Plaza - New Cairo - Saturday, March 31, 2012, 8-11:00pm

1



count me in

Boulder J Fest March Planning Meeting

Boulder JCC - Monday, April 2, 2012, 6:00pm

2



count me in

Boulder J Fest March Planning Meeting

Boulder JCC - Monday, May 7, 2012, 6:00pm

2



count me in

Boulder J Fest March Planning Meeting

Boulder JCC - Monday, June 4, 2012, 6:00pm

2



count me in

Volunteers Needed - WORCA Bike Swap

Whistler Olympic Plaza - Saturday, May 5, 2012, 8am-8:00pm

1



count me in

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YOUR QUESTIONS...



✓EVALUATION COMING UP

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THINGS TO KEEP IN MIND...

1. **Hatch Act** – *restrictions on political activity by federal government employees and by employees of certain state and local government agencies*
2. **Being Tasteful and Appropriate** – remember you're representing VISTA
3. **Staying Safe online** – protecting yourself, and your organization while online:
 - Keep your passwords in a secure place
 - Do not share your password with anyone
 - Be selective in choosing your username and email address
 - Don't give out information simply because it is requested
 - Block or ignore unwanted users
 - Don't allow others to draw you into conflict
 - Watch what you "say" online
 - Never use a work account for personal use

Hatch Act Information

<http://www.americorps.gov/help/vistahandbook/chapter14.html>

Staying Safe On Line

<http://www.staysafeonline.info/>

✓ **LOAD EVALUATION**

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Take a Campus Tour...

LIFE AS A VISTA

THE WORK

CONNECT WITH VISTAS



Starting VISTA
What to know before you begin.


VISTA Events

June 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		


TAKE A CAMPUS TOUR

Explore all the site has to offer




◀ 1 2 3 4 5 ▶


Life as a VISTA



The Work



Connect with VISTAs



<http://vistacampus.org/mod/forum/discuss.php?d=1083>

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Useful Links

VISTA Meetup

<http://www.meetup.com/VISTA-MeetUp/>

Eventbrite

<http://www.eventbrite.com>

<http://www.eventbrite.com/t/how-to-create-a-new-event>

Plancast

<http://plancast.com>

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VISTA Social Media Links

VISTA Campus SMM Course Page

<http://vistacampus.org/mod/resource/view.php?id=1597>

VISTA on Twitter

<http://twitter.com/VISTAbuzz>

VISTA Facebook Member Page

<http://www.facebook.com/AmeriCorpsVISTA>

VISTA Facebook Alumni Page

<http://www.facebook.com/AmeriCorpsVISTAAlumni>

VISTA on YouTube

<http://www.youtube.com/user/VISTAOutreach>

Flickr

<http://www.flickr.com/groups/visfor>

Foursquare

<https://foursquare.com/vistabuzz>

Gowalla

<https://gowalla.com/users/VISTAbuzz/>

MeetUp

<http://www.meetup.com/VISTA-MeetUp/>

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Social Media Monday

virtual workshops - real social change

THANK YOU FOR JOINING US FOR Social Media Monday

Virtual workshops – real social change

“See” you... next time:

June 4, 2012 3:00 PM ET

**Facebook: New ways to use the world's
largest social network**

Upcoming SMM Schedule <http://vistacampus.org/mod/forum/discuss.php?d=1090#p4428>

Keep the conversation going <http://vistacampus.org/mod/forum/discuss.php?d=483#p2435>

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